

# Los Angeles Regional Crime Laboratory Facility Authority



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William T Fujioka

## **JANUARY 27, 2005 MINUTES**

The twenty-second meeting of the Los Angeles Regional Crime Laboratory Facility Authority was held January 27, 2005 at California State University of Los Angeles, Golden Eagle Ballroom 3<sup>rd</sup> Floor, 5151 State University Drive, Los Angeles, CA 90032

## **CALL TO ORDER**

Chairperson David E. Janssen called the meeting to order at 7:58 a.m. The following Directors were present constituting a quorum of the Authority:

David E. Janssen, Secretary, Chief Administrative Officer, County of Los Angeles  
William T. Fujioka, City Administrative Officer, City of Los Angeles  
Dr. Steven N. Garcia, Finance and Administration, California State University of Los Angeles

## **APPROVAL OF DECEMBER 6, 2004 MINUTES**

On motion of Director Fujioka, seconded by Director Garcia, the Authority unanimously approved the December 6, 2004 minutes.

## **ACTION ITEMS**

Approval of Construction Management and Funding Agreement with the State's Department of General Services concerning certain responsibilities and obligations between the JPA and the State relative to project management and funding responsibilities re \$12,000,000 in JPA funds during construction phase of project: Patrick Mallon, Project Coordinator, reported DGS requested the Authority to cover the construction budget shortfall of \$6 million. Mr. Mallon reported staff worked with County Counsel and City Attorney's office to develop terms and conditions for use of the funds via a Construction Management and Funding Agreement. Under the terms of the agreement the State will advise the Authority if change orders occur and any unused funds will be returned to the Authority. The Management and Funding Agreement requires the establishment of an escrow fund by the Joint Powers Authority. The State has also required an additional \$6,000,000 be made available for augmentation of the change order fund if necessary. In response to Director Janssen, Mr. Mallon advised the additional \$6 million will be also be kept in the escrow account.

Director Fujioka suggested creating two monthly financial reports and a spreadsheet for improved readability. Mr. Mallon reported the Prolog software will provide easier access to financial reports and other Crime Lab related materials. Director Garcia inquired if the 7% contingency fee can increase to 20% and if the 13% is current. Paul Davidson, DGS, reported the contingency fee is currently 13% and an additional 7% may be required as needed.

**On motion of Director Fujioka, seconded by Director Garcia, the Authority unanimously approved the Construction Management and Funding Agreement with the Department of General Services.**

Approval of Escrow and Trust Agreement in Form and Authorize the Establishment and Funding of an Escrow and Trust Account with the State Department of General Services and a Mutually Agreed Upon Bank: Mr. Mallon highlighted the terms and specifications of the potential Escrow and Trust Agreement/Account with DGS. The \$6 million contingency funding will be invested into two separate investment funds through a mutually agreed financial institution. Separation of investments provides easier tracking of dividends between the County and City. DGS will redirect the initial \$6 million from the Architectural Revolving Fund to the Escrow and Trust Account. Also, sufficient funds are available from the previous fund allocation transferred from the State to the Authority to authorize expenditure escrow fees. County Counsel, City Attorney, and DGS legal staff reviewed and approved, in form, the Escrow and Trust Account Agreement.

**On motion of Director Fujioka, seconded by Director Garcia, the Authority unanimously approved the Escrow and Trust Agreement and the establishment of an Escrow and Trust Account with the State Department of General Services with a mutually agreed upon bank.**

#### **STAFF REPORTS**

Status of State Contract Execution: Mr. Davidson reported the following:

- A minor delay in receiving S.J. Amoroso's contract because of missing verbiage. The wording "deductive alternates included" was not added in the contract; however, an amended contract was re-sent to the contractor and should be received by January 29, 2005.
- The Notice to Proceed Date is February 7, 2005.
- He anticipates receiving contract from Signet Testing Laboratory soon.
- Fields Devereaux Harley Ellis and Jacobs Engineering have minor changes to be performed. Mr. Davidson advised deductive alternates cannot be re-inserted into contract regardless if surplus money is available at project's end. In response to Director Fujioka, Mr. Davidson reported the trellis structure may be added in certain areas but believes sandstone will not be possible.

Director Janssen commended Jacobs Facilities, Inc. for the progress with the LAC+ USC Medical Center.

#### **CALIFORNIA FORENSIC SCIENCE INSTITUTE UPDATE**

JPA Endorsement of CFSI supportive letter: Rose Ochi, Executive Director, CFSI, reported the following:

- She thanked Board of Directors and staff for attending the January 14, 2005 Crime Lab groundbreaking ceremony.
- The CFSI letter is being drafted.
- She received a letter from Senator Dianne Feinstein on December 14, 2004 requesting the CFSI letter be submitted before March 2005.

- She met with members of the proposed National Forensic Resource during the American Association of Forensic Scientists annual meeting to develop consensus on the composition, funding level, and appropriate language.
- She is seeking support from the California Delegation.

Ms. Ochi advised the letter is being reviewed by County Counsel and City Attorney's office. Director Janssen questioned the necessity of County Counsel and City Attorney's reviewing support letter to Congress and asked the approximate amount of money being requested. Ms. Ochi stated \$2 million is requested for Western Region with a total of \$15 million for all regions.

**On motion of Director Garcia, seconded by Director Fujioka, the Authority unanimously approved providing signed authorization to CFSI regarding the proposed letter of support to Congress.**

#### **CONSIDERATION OF FUTURE AGENDA ITEMS**

Mr. Mallon reported the next Authority meeting is scheduled for March 31, 2005 and MOUs should be ready for approval and updated ground leases.

#### **PUBLIC COMMENT**

There were none.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:20 a.m.